



BRANT HALDIMAND NORFOLK Catholic District School Board

Agenda

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

Committee of the Whole Tuesday, May 17, 2016 ♦ 7:00 pm Boardroom

Members: **Trustees:**
Rick Petrella (Chair), Cliff Casey (Vice Chair), Bill Chopp, Dan Dignard, Carol Luciani,
Bonnie McKinnon, Robyn Zettler (Student Trustee)

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of
Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of
Education)

1. **Opening Business**
 - 1.1 Opening Prayer
 - 1.2 Attendance
 - 1.3 Approval of the Agenda Pages 1-2
 - 1.4 Declaration of Interest
 - 1.5 Approval of Committee of the Whole Meeting Minutes – April 19, 2016 Pages 3-7
 - 1.6 Business Arising from the Minutes
2. **Presentations – Nil**
3. **Delegations – Nil**
4. **Consent Agenda**
 - 4.1 Unapproved Mental Health Steering Committee Meeting Minutes – April 12, 2016 Pages 8-11
 - 4.2 Unapproved Communications and Information Technology Committee Meeting Minutes – April 18, 2016 Pages 12-15
 - 4.3 Approved Budget Committee Meeting Minutes – April 19, 2016 Pages 16-17
 - 4.4 Unapproved Special Education Advisory Committee Meeting Minutes – April 26, 2016 Pages 18-21
5. **Committee and Staff Reports**
 - 5.1 Parent and Family Literacy Centres Update Pages 22-23
Presenter: Michelle Shypula, Superintendent of Education



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- 5.2 2015-2018 Strategic Plan: Safe and Accepting Schools Update Pages 24-28
Presenter: Leslie Telfer, Superintendent of Education
- 5.3 Alternative and Continuing Education Update Pages 29-30
Presenter: Patrick Daly, Superintendent of Education
- 5.4 Bank Operating Credit Pages 31-32
Presenter: Thomas R. Grice, Superintendent of Business & Treasurer
6. **Information and Correspondence**
7. **Trustee Inquiries**
8. **Business In-camera**
207. (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,
a. The security of the property of the board;
b. The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
c. The acquisition or disposal of a school site;
d. Decisions in respect of negotiations with employees of the board; or
e. Litigation affecting the board.
9. **Report on the In-Camera Session**
10. **Future Meetings and Events** Page 33
11. **Closing Prayer**
Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board, and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. Amen
12. **Adjournment**



Committee of the Whole
Tuesday, April 19, 2016 ♦ 7:00 pm
Boardroom

Trustees:

Present: Rick Petrella (Chair), Cliff Casey (Vice Chair), Bill Chopp, Dan Dignard, Carol Luciani, Bonnie McKinnon, Robyn Zettler (Student Trustee)

Absent:

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Chair Petrella.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the April 19, 2016 meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Committee of the Whole Meeting Minutes – March 22, 2016

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the March 22, 2016 Committee of the Whole meeting.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations – Nil

3. Delegations – Nil



4. Consent Agenda

- 4.1** THAT the Committee of the Whole refers the unapproved minutes of the Friends of the Educational Archives Committee meeting of March 9, 2016 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives all reports and approves all motions under the Consent Agenda.

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Accommodations Committee Meeting - April 11, 2016

Vice-Chair Casey, Chair of the Accommodations Committee, reviewed the business of the April 11, 2016 Accommodations Committee meeting. Questions of clarification regarding property severance costs and replacement of boilers were addressed by Superintendent Grice. The following recommendations were brought forward for consideration:

- 6.1 a) THAT the Accommodations Committee recommends that the Committee of the Whole refers the Surplus Property report to the Brant Haldimand Norfolk Catholic District School Board for approval and declares that the former St. Bernard School, Brantford, Mident #779580, is not required for purposes of the Board; and
- b) THAT the Accommodations Committee recommends that the Committee of the Whole refers the Surplus Property report to the Brant Haldimand Norfolk Catholic District School Board for approval and severs and sells the former St. Bernard School, Brantford property, in accordance with Regulation 444/98 of the Education Act.
- 6.2 THAT the Accommodations Committee recommends the Committee of the Whole refers the Five-Year Facilities Renewal Plan to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the unapproved minutes of the Accommodations Committee Meeting of April 12, 2016 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendations of the Accommodations Committee Meeting of April 12, 2016 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried



5.2 Unapproved Minutes and Recommendations from the Policy Committee Meeting - April 12, 2016

Vice-Chair Casey, Chair of the Policy Committee, provided an overview of the business of the Policy Committee of April 12, 2016 and presented the following recommendations:

- 2.1 THAT the Policy Committee recommends that the Committee of the Whole refers the revised Inclement Weather & Temporary School/Facility Closures policy 400.01 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- 2.2 THAT the Policy Committee recommends that the Committee of the Whole refers the Management of Students with Asthma policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of April 12, 2016 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendations of the Policy Committee Meeting of April 12, 2016 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.3 School Board Insurance

Superintendent Grice advised that our current five-year subscription with the Ontario School Boards' Insurance Exchange (OSBIE) will end on December 31, 2016 and that notification must be provided to OSBIE by July 1, 2016 if the Board chooses not to renew their subscription. He commented on the extensive support and assistance that OSBIE provides the Board on a regular basis, as well as premium refunds, and recommended that the Board continues to use the services provided by OSBIE for another five-year term.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the utilization of non-competitive procurement to allow the continuation of services provided by OSBIE for another five-year term, beginning January 1, 2017.

Carried

5.4 2015-2018 Strategic Plan: Communication and Community Engagement Update

Director Roehrig reported that although work on the 2015-2018 Strategic Plan only began a few months ago, all initiatives are progressing well, including the focus areas of the Communication and Community Engagement pillar. He highlighted the accomplishments in the areas of a vibrant 'branded' look for all Board communications, growing social media followers / communications, partnership work with various Catholic Service Organizations, the implementation of the School Connects (Synrevoice) project to enhance the Board's ability to connect with parents, and the current public participation school climate survey which will help inform the development of the Safe Schools Plan.



Moved by: Bonnie McKinnon

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the 2015-2018 Strategic Plan – Communications and Community Engagement Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.5 Board Enrolment Update as of March 31, 2016

Superintendent Daly reported that as of the Ministry's official enrolment count day of March 31, 2016, the actual Average Daily Enrolment (ADE) is higher by 10.1 elementary students and 32.1 secondary students from the Ministry's revised estimate numbers. A brief discussion on enrolment projections for 2016-17 took place.

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Board Enrolment Update as of March 31, 2016 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.6 Research Initiated by External Agencies Update

Director Roehrig provided an update on the ongoing work of Dr. Dale Petruka, Principal at St. Peter School and Research Coordinator for our Board, and drew attention to several research initiatives currently being conducted in our schools. He noted that prior to approving external research requests, Dr. Petruka ensures that the research proposals align with and support our Board goals and that the requests are logistically manageable.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Research Initiative by External Agencies update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence

Director Roehrig distributed copies of the spring/summer *Best Start* magazine and drew attention to an article and advertisement about the Board's expanding French Immersion program. In response to Vice Chair Casey's inquiry about potential French Immersion programming for secondary students in the future, Director Roehrig described two potential options - a dual track Immersion program or an Extended French program.

Chair Petrella requested suggestions for donations to the Annual Silent Auction in support of *Toonies for Tuition*, a national endowment fund, which is being held at the upcoming Ontario Catholic School Trustees' Association Annual General Meeting.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence items since the last meeting.

Carried



7. Trustee Inquiries – Nil

8. Business In-Camera

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board moves to an In-Camera Session.

Carried

9. Report on the In-Camera Session

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the in-camera session.

Carried

10. Future Meetings

Chair Petrella drew trustee attention to the list of future meetings and events.

11. Closing Prayer

Chair Petrella let the closing prayer.

12. Adjournment

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of April 19, 2016.

Carried



**Board Mental Health Steering Committee Meeting
Wednesday, April 12, 2016 ♦ 1:00 p.m.
Boardroom**

Present: Dianne Wdowczyk-Meade (Chair), Bill Acres, Mary Theresa Coene, Terry Dunnigan, Annette Finnie, Stephanie Haak, Charmaine Hanley, Connie McAllister, Carmen McDermid, Bonnie McKinnon, John Nicholson, Dale Petruka, Chandra Portelli, Arden Smelser, Leslie Telfer, Tim Wirag

Absent: Jane Angus, Tracey Austin (minutes only), Karen Dickhout, Becky Farrell, Janet Ferris, Cindy Miller, Lindsey Reaume, Terre Slaght, Paul Tratnyek, Andrea Winger

1. Opening Prayer

Opening prayer was led by Mary Theresa Coene.

2. Approval of the Agenda

The agenda was approved, as circulated.

3. Approval of the Minutes

The minutes of September 23, 2015 Mental Health Steering Committee meeting were approved by consensus.

4. Introductions and Welcome

Committee members welcomed Dale Petruka representing the implementation of the revised Student Behaviour, Discipline and Safe Schools Policy, and Bonnie McKinnon as our new Trustee representative. Bill Chopp was acknowledged for his hard work and commitment to student mental health and well-being. Lindsey Reaume from Human Resources has accepted the invitation to sit on this Committee; however, was not available to attend today's meeting.

5. Discussion Items

5.1 Evidence-Based Practices in the Classroom ~ Presentation on Mind Up Curriculum: Health Units of Brant and Haldimand Norfolk.

As the Board Mental Health strategy closes off its second year, Dianne Wdowczyk indicated it is time to explore further areas that support the promotion of student mental health and well being. Evidence-Based programming, specifically in the area of social-emotional learning, is an area the Ministry suggests we strongly examine. The local Health Units were invited to speak to the Mind Up Curriculum and give examples of how it might be implemented in our Board using the health units as an implementation resource (resources attached).

Discussion followed the presentation resulting in the working group being tasked to further explore Mental Health promotion opportunities and to ensure alignment with our faith formation focus and any other practices already in place.



5.2 Working Groups: Next Steps (Mental Health Literacy, Mental Health Promotion and Vulnerable Students)

- a) The Mental Health Literacy working group has been meeting regularly in preparation of the upcoming Mental Health and Well-Being PA day on April 22, 2016. The working group is ensuring alignment with the Board Mental Health Strategy by having staff attend workshops that fit with their role and function within the Board. The goal of the PA day is for all staff to understand:
- the difference between mental health and mental illness;
 - their role in the promotion of mental health; and
 - pathways to getting help.

The School Mental Health champions have been enlisted to deliver the Mentally Healthy Schools workshop to all elementary schools and the group is pleased Dr. Jean Clinton will be the keynote speaker who should appeal to all who attend.

- b) The Mental Health Promotion sub-committee has not yet met, but will follow up on delving deeper into social emotional programs and other opportunities to promote student mental health.
- c) The Vulnerable Student Support working group have not met formally as a group; however, many of the goals have been actively worked on as we prepare for the Level One Threat Risk Assessment with Kevin Cameron later this month. Additionally, the upcoming PA day will see close to 300 staff trained in the suicide awareness program, Safe TALK.

5.3 Attawapiskat

Charmaine Hanley spoke of the tragic events occurring in Attawapiskat and our call to express Acts of Love, as expressed by the Bishop earlier this week. Discussion around being sensitive to the needs of our own vulnerable populations and in the interest of 'doing no harm' took place and it was decided that the Grades 3 and 4 classes would be called to reach out to the Attawapiskat community as a follow up with the work done last year on Shannon's Dream. Charmaine Hanley will report to the group with follow up at our next meeting.

5.4 Mental Health Week: Community and Board specific events

Dianne Wdowczyk reported on the community events of Brant and Haldimand Norfolk. See attached calendar of events from Brant and two events from Haldimand-Norfolk. The theme for the Brant area is *Bounce Back* and our Board will be encouraged to participate in activities that once again weave Mental Health Week with Catholic Education Week. Schools will again be asked to participate in the "Let's Chalk About it" activity along with having students writing or drawing on paper balls ways that we 'bounce back'. Discussion took place around obtaining these beach balls and Leslie Telfer and Dianne Wdowczyk will follow up. If balls cannot be obtained for this year, perhaps consider their use in a Board-wide activity next year.



5.5 School Ride for Mental Health

Dianne Wdowczyk distributed information regarding the Ride Don't Hide event sponsored by the Canadian Mental Health Association of Brant, Haldimand and Norfolk. Steering Committee members indicated they would be in support of our Board participating and supporting such an event. Dianne Wdowczyk is to attend an information meeting with the event organizers on April 28.

Update: Dianne Wdowczyk was informed by CHM that the event may not be taking place on a grand scale this year and that it may only be taking place in Dunnville (flyer attached).

5.6 Terms of Reference

Time constraints resulted in differing this item to the next meeting.

6. Information Items

6.1 PA Day

See item 5.2 a) and attached agenda for the day.

6.2 Behaviour Services

Dianne Wdowczyk-Meade reviewed the referral statistics that were shared with Principals at a recent AAC meeting and with the Regional Catholic Parent Involvement Committee meeting. Referrals are coming in at a rate consistent with the past year and with only three CYWs and two Social Workers, it is difficult to keep up. It is anticipated that like last year, the team will have supported 500 students by year's end. This statistic does not include the students supported by the team in group or classroom Mental Health programming.

Leslie Telfer indicated that she was consulting with Boards of similar size to explore their compliment of support services in the area of Mental Health. Discussion from those representing secondary schools indicated that they are inundated with Mental Health issues from students and expressed the need for additional support. Dianne Wdowczyk reported that the Behaviour Team will be taking part in a pilot project through School Mental Health ASSIST, which includes training in the BRISC (BRief Intervention for School Counsellors). This modality focuses on problem solving and is typically delivered in four sessions.

6.3 Resources

Dianne Wdowczyk reported that School Mental Health ASSIST has developed resources on newcomer mental health and is providing consultations for those seeking support with First Nation Métis Inuit (FNMI) populations. Additionally, a series on Infant Mental Health has been made available and can be viewed for the next two years. Connie McAllister and Dianne Wdowczyk are both participating in this training and will vet seminars to determine appropriateness for sharing with ELKP staff.

6.4 Upcoming Events

Threat Risk Assessment: Level 1 with Kevin Cameron (April 19 & 20) - All principals are to attend, as well as members from secondary ALERT teams, System SERTs and community members.



Thought Exchange: Leslie Telfer indicated that the questions in the Thought Exchange online consultation survey will reflect Mental Health and Wellness.

Ganohkwasra: Charmaine Hanley informed the group that training regarding Native issues is available through this group.

7. Adjournment

The meeting was adjourned and members were thanked for their involvement.

Next Meeting: June 2, 2016 @ 9 am, Norfolk Room

Note: The location may change due to the size of the group.



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Communications and Technology Advisory Committee
Monday, April 18, 2016 – 3:30 p.m.
Boardroom**

Present: Dan Dignard (Chair), Tracey Austin, Cliff Casey, Bill Chopp, Norm Cicci, Brian Englefield, Tom Grice, Carol Luciani, Bonnie McKinnon, Rick Petrella, Chandra Portelli, Chris Roehrig, Michelle Shypula, Linda Luciani (Recording Secretary)

1. Opening Prayer

Chair Dignard opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Communications and Technology Advisory Committee approves the agenda of April 18, 2016.

Carried

3. Approval of the Minutes

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Communications and Technology Advisory Committee approves the minutes of June 23, 2015.

Carried

4. Declaration of Conflict of Interest – Nil

5. Business Arising from the Minutes – Nil

6. Information Items

6.1 Communications Department Report, including Board Twitter Process

Tracey Austin, Manager of Communications and Public Relations, described, in detail, her Department's areas of responsibility, the projects and initiatives, which have been completed and the projects to be undertaken in 2016. Much of her attention is focused on the following:

Graphic Design and Layout Services

- This includes Board templates, print and online advertising layouts, designs for system initiatives, and contracted services.
- Trustee Casey inquired if the pictures of students / children in our printed material, websites, etc., were pictures of students of the Board. Tracey shared that more initiatives are supported by our student images (Secondary Open House campaigns) and that we continue to share student images (using strict safety practices) via school websites and Twitter. *General Consent* is forwarded to parents during the *Student Verification Process*, which allows parents to give their consent for the Board to use images of their child(ren) for



general purposes, i.e., group or classroom photos, fundraising events, etc. When these photos are used, the child's last name and school are never identified.

- When a student's photo is used for a special project (a project that sits outside regular advertising), a Special Project Consent form is forwarded to the student's parent(s).
- We attempt to use images that visually represent our students.
- Graphic design services are sometimes used for larger Board initiatives, i.e., the Board's three-year theme. This artwork is repurposed for subsequent internal projects.

Secretary Professional Development

- This includes software training, forms and processes, school websites.
- Trustee Casey asked who was responsible for keeping school websites up to date and fresh. Tracey responded that it normally is a team effort between the school principal and the school secretary. However, the principal is ultimately responsible for what is on their school's web site.
- Tracey also provides support to school websites by pushing down information to the school sites, i.e., the Easter message from Pope Francis.
- Tracey is responsible for the Board's website.

Events

- This includes Catholic Leadership Awards, Celebration of the Arts, Faith Day.
- Chair Dignard asked about feedback pertaining to the new Service Recognition event format. Tracey noted that there was some negative feedback and that the comments were being reviewed. Modifications to the format of the event, if any, will be proposed to the Board of Trustees at a future meeting.

Community Use of Schools

- This includes the Board's online booking system, childcare programs, building community partners, Ministry reporting.
- Trustee Casey wondered how often our schools, particularly elementary schools, are used by community groups. He asked that a statistical report be prepared, as an addendum to the Minutes, which provides this information. Tracey will forward a report to be shared via the minutes or with the trustees at a future Committee of the Whole or Board meeting.
- Trustee Chopp asked how the Board governed fair access to our facilities by user groups. Tracey responded that priority booking is given to school events, our parishes, members of the Board's Joint Use Agreement and non-profit organizations. The Board also considers historical bookings when determining fair access.
- Tracey highlighted the fact that the Community Use of Schools procedures and program are continually monitored and reviewed to ensure that everyone has fair and equitable access to our sites. It is important to recognize new groups, as well as maintain good working relationships with current groups. Percentages of rent and services being subsidized are often up for review.

Crisis Communications

- This includes assisting public health and other emergency services, school or system-level crisis and inappropriate online activity.



Privacy Officer / Freedom on Information (FOI) / Consent

- This includes privacy and information management, privacy breach, employee training and Freedom of Information Requests made to the Board.

Community Relations

- This includes the Board's community profile, Board contact and assistance, County, City and political connections, police services.

Website / Social Media / Technology

- This includes Board and school websites, social media accounts, online activity monitoring.
- Trustees expressed concern regarding inappropriate online activity by students. Norm Cicci, Manager of Information Technology, commented that the Board's filters are very tight in an effort to ensure that students cannot access an inappropriate website.
- Trustee Petrella asked that a report be brought to the Board regarding what types of activity / sites are being blocked or trapped by the Board's filters.

Communications (Internal / External)

- This includes providing staff and trustee support, forms and processes, political and Catholic organizations, media releases and invitations.
- Trustee Casey commented that in years past, newspaper reporters were in attendance at Committee Meetings, Board Meetings, Board / school events, etc. How does the Board maintain relations with media outlets when there is no longer a physical presence at Board / school events? Tracey commented that our new *School and Community Communication Training* for school administrators guides staff through the media invitation process. This process is being used to build relationships with media staff (reporters) so that together, news can be localized and shared.
- Our system-wide Twitter campaign is developing into an effective communication tool. Schools are doing amazing work sharing the good things happening with their communities.
- Trustee Petrella wondered how principals were responding to the *Tweet a Day* initiative. Tracey noted that many of the schools are exceeding a tweet a day; while others are not using the tool as often as hoped. Those schools may be engaging their parents in other ways such as the school websites. Support for both websites and Twitter are being offered to the schools so that everyone is prepared for the beginning of the 2016-17 school year.
- A discussion ensued regarding the expectations of school secretaries with regard to websites and tweeting. Tom Grice noted that it is the expectation of school secretaries to update websites; however, they are not expected to tweet. Further training will be given to secretaries who require and request additional support.

Department Support and Special Projects

- This includes public consultation initiatives, French Immersion, new technology, leadership support, Catholicity.
- Trustees asked that a copy of the *Parent Communication Survey* be forwarded to them.



6.2 Technology Learning Fund (TLF) Update

Chandra Portelli, Student Achievement Leader K-12, and Brian Englefield, 21st Century Learning Consultant, updated Committee members on the progress to date regarding the TLF and the projects' objectives as it moves forward. This project has empowered students and much shared learning has taken place between teachers and students.

6.3 Bring Your Own Device (BYOD) Update

Chandra Portelli, Student Achievement Leader K-12, and Brian Englefield, 21st Century Learning Consultant, updated Committee members on how the Board is using technology to enhance learning for students and, as a result, how students are learning the digital citizenship skills they need.

Much time and preparation was spent on the front end of the Year 1 Pilot Project, which consisted of seven elementary schools and one secondary school. As a result, there have been very few surprises or setbacks. Trustees asked if the BYOD video, which was available to parents, could be forwarded to them for viewing. Trustees expressed concern that students will flip to LTE sites to access inappropriate sites, of which the Board has no control. Director Roehrig assured trustees that measures will be put into place to mitigate those risks and that the *Cell Phone* Policy could be reviewed at a Policy Committee Meeting to address this concern.

6.4 Information and Communication Technology Operational Plan Update Chart

This item was deferred until the next Committee Meeting.

7. Trustee Inquiries – Nil

8. Move to In-Camera Session – N/A

9. Report on the In-Camera Session – N/A

10. Adjournment

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Communications and Technology Advisory Committee adjourns the meeting of April 18, 2016.

Carried



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes
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**Budget Committee
Tuesday, April 19, 2016 – 4:00 p.m.
Boardroom**

Present: Rick Petrella (Chair), Cliff Casey, Bill Chopp, Thomas R. Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella, Chris N. Roehrig, Michelle Shypula, Leslie Telfer

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee approves the agenda of April 19, 2016.

Carried

3. Approval of the Minutes

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the minutes of January 11, 2016.

Carried

4. Declaration of Conflict of Interest - Nil

5. Business Arising from the Minutes - Nil

6. Staff Reports and Information Items

6.1 2016-17 Departmental Expenditure Budget

Superintendent Grice walked the Committee through the process of the next few meetings. He reviewed the approved goals by the Board, which relate to the 2015-2018 Strategic Plan. He provided a brief summary of the anticipated expenditure changes as they related to future grant changes. Superintendent Grice presented the Draft Expenditure Budget (non-salary) for each department. In particular, changes were noted in the curriculum, special education, information technology, facilities, transportation, and administration budgets. Enhancements for information technology were presented; in particular, support for information technology infrastructure and security were presented as part of the budget. Facilities Department budget changes included adjustments for anticipated utility costs. Questions arose regarding the allocation of the accumulated surplus in relation to debentures. The EPO Grant reductions/redirections were reviewed. The framework for the budget presentation was reviewed as the budget is consolidated by department with detail for each section provided. All departments were reviewed and trustees made inquiries as each section was completed.



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Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends that the Committee of the Whole refers the 2016-17 Department Expenditure Budget to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

7. Trustee Inquiries - Nil

8. Business of the In-Camera Committee

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee moves to an in-camera session.

Carried

9. Report on the In-Camera Session

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the business of the in-camera session.

Carried

10. Adjournment

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of April 19, 2016.

Carried

Next Meeting: Tuesday, May 10, 2016 - 4:00 pm, Boardroom



SPECIAL EDUCATION ADVISORY COMMITTEE
March & April Meetings ~ Tuesday, April 26, 2016 – 10:00 a.m.
Boardroom

- Present:** Jill Esposto (Chair), Carmen McDermid, Bonnie McKinnon, Christine Pearce, Paul Sanderson, Leslie Telfer, Teresa Westergaard-Hager
- Regrets:** Catherine Custodio, Colleen Demarest, Krista Emmerson, Tracey Taylor, Lisa Stockmans, Heather Shisler
-

1. Opening Prayer

Carmen McDermid led the group in the opening prayer.

2. Welcome and Opening Comments

Jill Esposto, SEAC Chair, welcomed the group and led a round of introductions for the benefit of Guo Wu, Itinerant Teacher of the Deaf and Hard of Hearing, who was in attendance.

3. Approval of Agenda

Moved by: Paul Sanderson

Seconded by: Christine Pearce

THAT the SEAC Committee approves the agenda of the April 26, 2016 meeting.

Carried

4. Approval of Minutes – February 23, 2016

Minor edits were made to the Community Agency Updates section of the minutes, as follows:

Jill Esposto – There can be a 10-15 year waitlist as an adult for residence placements.

Paul Sanderson – Mild intellectual disabilities require further exploration into its complexities.

Moved by: Teresa Westergaard-Hager

Seconded by: Paul Sanderson

THAT the SEAC Committee approves the minutes of the meeting of February 23, 2016, as amended.

Carried

5. Presentation

Guo Wu, Itinerant Teacher of the Deaf and Hard of Hearing, provided the Committee with an overview of his role within the Board, which includes supporting 49 students identified with a hearing loss (either unilateral or bilateral), 65 students with Central Auditory Processing (CAP) difficulties, and students with cochlea implants. Mr. Wu also assists with Individual Education Plan consults, is a member of the Itinerant Teachers of Southern Ontario, and attends South Western Itinerant Teacher of Ontario (SWITO) meetings where they discuss best practices, latest technology/equipment, etc. Mr. Wu provides workshops to teachers, Early Childhood Educators and Educational Assistants around best practices in supporting students with a hearing loss and how to enhance the listening and learning environment.



As a special focus, the Special Education department purchased 40 sound field FM systems for 40 classrooms in various schools. Some of the factors that were taken into consideration for classes chosen included, but were not limited to, the size of the class, structural concerns causing background noise from heating system units in older schools making it difficult for students to hear, large ELKP classrooms, etc. The FM system enhances the listening and learning environment designed for speech sounds. The systems are connected to two transmitters and provides the use of a microphone for other children in the class to share their learning. There are many advantages for using the FM sound system in the classrooms including clarification of the soft sounds (p,t,f,k,s letters), even distribution of sound, increased attention to verbal instruction and improved understanding, decreased need for clarification and reinstruction, decreased distractibility and increased on-task behavior, as well as assisting teachers in the classroom in avoiding vocal strain. The unit is extremely portable (75 foot range) and provides plug-in capability for multimedia devices.

6. Community Agency Updates

Christine Pearce – Woodview Mental Health & Autism Services

Woodview is currently preparing the calendar for Mental Health Week. Events will include hair chalking; sporting events organized at the Accelerator Centre; Brant FACS BBQ; 'Finding Your Voice' at Woodview Coffee House (Freedom House); Strive Awards; Hook, Line & Sinker at Mount Pleasant Ponds; and Paws and Prosperity by SPCA.

Christine also shared that Woodview has gone through the accreditation process and received a score of 100%.

Teresa Westergaard-Hager – Community Outreach Norfolk Association for Community Living

On Friday, April 22, 2016, they ran an Employee Conference and on Saturday, April 30, 2016 they ran a Family Conference. She informed the group of their annual fundraiser, 'Can You Dig It!' It is a new collaboration with REACH. A presentation is to be done at some of the high schools in the Norfolk area (teacher audience) providing them with information on 'life after high school', including funding issues and continued education.

Jill Esposto – Brant Family and Children's Services (FACS)

Jill reported they have completed the accreditation process and received very good results. They are one of the few child and welfare agencies who has volunteered to go through accreditation.

Crown Ward students across the province continue to be a focus. Brant FACS reviews and monitors the graduation success of our Crown Ward students within Brant's high schools while attempting to determine the reason for an individual's success/shortcomings albeit reaching their goals while in school. FACS is requesting the appointment of a small committee to discuss these outcomes in more detail and ways to improve them.

Those individuals who have reached 18 years of age but have not completed high school are asked to sign an agreement to remain in the care of their foster family, and they are requesting that the foster family be compensated for this arrangement. They are considering the formation of a special group to review students as early as Grades 5, 6 and 7 in order to better assess and prepare for when these



youth become adults. As of March 2016, there are six elementary and 18 secondary Crown Ward students in our system.

Brant FACS' Annual General Meeting is scheduled for June 13, 2016. The meeting will highlight youth as Crown Wards. A keynote speaker will present information around the transition of youth from Crown Ward to becoming members of the adult community.

7. Reports

7.1 Student Achievement Leader: Special Education

Parents as Partners Workshop: On Saturday, April 23, 2016, Lansdowne Children's Centre held an event called 'Parents as Partners' for families with a child who has special needs who will be entering school in September 2016. The format of this information session has changed over the years and this year Lansdowne introduced a one-day, Saturday workshop where parents attended different workshops throughout the day; lunch and supervision for their children were provided. The goal of the day was to provide parents with the necessary resources and knowledge to better prepare their children and themselves for the transition to school. Some of the topics covered were: Individual Education Plans, communication between families and schools, and information about the Early Learning Kindergarten Program. There were school Board personnel in attendance in all workshops. Feedback from the parents was very positive and many parents stated how pleased they were to have our Board personnel (including System SERTs, Student Achievement Leader for Special Education, and the Early Years Consultant) in attendance at the different workshops.

Entry to School Case Conferences (Brant, Haldimand & Norfolk): System Special Education staff met with Lansdowne and Haldimand Norfolk Reach staffs for the annual Entry to School case conferences. A goal of these meetings is to initiate the communication of families with school personnel to better prepare for a successful transition into school. Specific student needs are discussed with family, agency, school and system personnel who are present. To date, 21 students have been presented (three in Haldimand, three in Norfolk, and 15 in Brant) and a final meeting date is planned for May 18 when six more students will be presented. This is a significant increase from last year where only 14 students were presented.

7.2 Superintendent of Education

The PD day on April 22, 2016 was mandatory attendance for all Board staff and was geared around mental health and wellness. There were various presentations and keynote speakers. The main focus of this PD day was to build a better foundation around the meaning of mental health illness. Prior to this PD day, the principals attended a two-day training course relating to Risk and Threat Assessment: Level One Training by Kevin Cameron on April 19-20, 2016.

An amendment to the Autism services has taken place; funding for IBI research has changed. The decision to provide this funding for those children from 2 to 5 years of age will impact the current students receiving IBI funding. A meeting with Rita Marie Hadley, Executive Director of Lansdowne, is necessary to discuss the effect this will have on the EA allocation required to support these students. In the fall of 2016, the Ministry will meet and organize steering committees to work on necessary changes to the current system. The plan is for full implementation by the fall of 2017-18.



The Globe and Mail article on autism (published April 24, 2016) entitled, '**ADHD, OCD, Autism: Is it time to redraw the boundaries separating childhood behavioural disorders?**' was shared with the group. A request for feedback from the SEAC members was requested for next meeting.

The BHNCD SB District Code of Conduct was modified on February 28, 2016, and a copy was provided to all SEAC members for vetting purposes for the Board Policy.

8. Closing Remarks/Adjournment

The meeting adjourned at 12:00 p.m.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE

Prepared by: Michelle Shypula, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: May 17, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

PARENT AND FAMILY LITERACY CENTRES

Public Session

BACKGROUND INFORMATION:

In 2007-08, the provincial government began funding Parenting and Family Literacy Centres (PFLCs) across Ontario. The program, under the direction of the Ministry of Education and based on the importance of Early Childhood Education and family support principles, has the following key goals:

- provide optimal child development through positive parent-child interaction in a play-based drop-in learning environment;
- offer a family support program that develops early literacy and numeracy, which provides the foundation of early learning;
- increase parent knowledge, involvement and comfort level in schools;
- support the transition of children transitioning into Kindergarten programs;
- early identification of children with learning needs; and
- support the Ministry's Achieving Excellence mandate.

In 2012-13, the government expanded the program which resulted in the opening of two Brantford sites in the Brant Haldimand Norfolk Catholic District School Board in April 2013:

- Christ the King School
- Jean Vanier Catholic Elementary School

The PFLCs operate during the school year calendar and are open Monday to Friday from 8:30 a.m. to 12:30 p.m. The centres are coordinated by a Registered Early Childhood Educator and day-to-day operations are led by a Parent Facilitator who is Early Childhood Educator qualified.

DEVELOPMENTS:

During the past three years, the PFLCs have focused on providing a high-quality play environment where families/caregivers can come and learn together. The Centres are inclusive environments where everyone is welcome. Each Centre prescribes to a play-based pedagogy and philosophy and recognizes the culture of the neighbourhood. In collaboration with families, activities are organized to support each family's unique interests and needs. These programs have become integral partners in our schools and have enhanced the sense of community. The Centres ensure parents/caregivers are engaged and supported in developing a deeper understanding of the critical role they play in being their child's first and primary teacher.

As indicated in the chart below, the Centres have seen an increase in the number of families accessing their services over the past three years. In particular, the attendance at Christ the King School has seen a significant increase. This has resulted in the Centre being open for two additional afternoons since February 2016 until the end of June. To date, we have had 67 child visits and 43 adult visits during the afternoon program.

School Year	CHRIST THE KING		JEAN VANIER	
	Child Visits	Adult Visits	Child Visits	Adult Visits
2013 (April 1- June 30)	295	235	314	206
2013-14	1,964	1,145	1,624	1,122
2014-15	2,043	1,331	1,723	1,401
2015 -16 (until April 31)	2,650	1,742	1,344	1,020
TOTALS	6,952	4,453	5,005	3,749

RECOMMENDATION:

THAT the Committee of the Whole refers the Parent and Family Literacy report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE

Prepared by: Leslie Telfer, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: May 17, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

2015-2018 STRATEGIC PLAN – SAFE AND ACCEPTING SCHOOLS UPDATE

Public Session

BACKGROUND INFORMATION:

In November 2015, the Board approved the 2015-2018 multi-year strategic plan, which includes a new pillar on Safe and Accepting Schools. As a result of feedback received in last year's online consultation process, the Board is focused on ensuring that parents, students and staff work together to make sure Catholic schools are safe places in which to learn, and that our students feel welcomed and included at school.

DEVELOPMENTS:

There are three key goals that form the operational aspects of the strategic plan in relation to Safe and Accepting Schools. The following is a summary of work that has begun relative to each goal.

Enhance inclusive school environments that support positive mental health.

Mental Health Champions have been identified at all schools. Mental Health Champions serve as a support to the principal and staff in promoting mentally healthy schools. All champions are familiar with the Supporting Minds Ministry resource and have been trained in SafeTALK. SafeTALK is a 3.5 hour workshop that provides suicide alertness training for staff.

In an effort to provide ongoing mental health literacy training to administrators, teachers and staff, April 22, 2016 was designated as a system-wide Professional Development day dedicated to Mental Health and Well-Being. All full and part-time staff participated in workshops pertaining to the goals of our Board Mental Health Strategy. Thirteen community partner agencies supported our day as presenters. A keynote address was provided by Dr. Jean Clinton who spoke about relationships and brain development.

Complimentary to the learning that occurred on the professional development day were the opportunities promoted during Catholic Education Week and Children's Mental Health Week, May 1-6, 2016, which included the 'Chalk It Up Challenge' where students and staff were encouraged to draw positive messages on school sidewalks and playgrounds and 'Bounce Back' resiliency activities. Schools were active on Twitter sharing many examples of the Act Justly, faith fair and related wellness events.

Improve policies and procedures to have an impact on safety in schools and improve training for students, staff and leaders in the area of safe and accepting schools.

The revised Student Behaviour, Discipline and Safety Policy and Administrative Procedure 200.09 has been completed and reviewed with all principals and is now being implemented. The policy is a compilation of five previous related policies. As defined in the procedures of policy 200.09, a District Safe and Accepting Schools Committee (DSASC) has been formed and is represented by the following members: Superintendent Leslie Telfer, Elementary Principal, Dale Petruka, Secondary Principal, Michelle Nepp-Wirag, Elementary Teacher, Luc Bertrand,

Secondary Teacher, Melissa Connelly, Student Trustee, Robin Zettler and Religion Consultant, Mary Theresa Coene.

To date, the Committee has drafted a new District Code of Conduct, which is aligned with the Provincial Code of Conduct and uses language that reflects our Catholicity. The District Code of Conduct has been vetted by Principals, the Special Education Advisory Committee (SEAC) and Regional Catholic Parent Involvement Committee (RCPIC). The final draft is attached for your reference and review.

The DSASC is in the process of developing the District Safe and Accepting Schools Plan. The Committee has reviewed existing resources, programs and supports related to safe schools initiatives and upon completion of the *Every Voice Counts* Thought Exchange community engagement process, the reports and results will be used to inform the District Plan. The District Code of Conduct and District Safe and Accepting Schools Plan will form the foundation for individual School Code of Conducts which will be developed by school-based Safe and Accepting School Teams in the fall of 2016.

Improve the communication of initiatives and supports that are in place to ensure student safety.

As outlined in the Strategic Plan, we are in the process of completing the *Every Voice Counts* Thought Exchange process with a focus on safe and accepting schools. Information promoting the survey was shared on the Board website and a Twitter message was provided to all schools to ensure that the message about the survey was widely communicated. The questions posed in Share Your Thoughts, step one of the process are listed below:

1. What are your thoughts on our schools meeting the educational needs of all students?
2. What are your thoughts on safety in our schools?
3. What are your thoughts on how student mental health and well-being is supported in our schools?

The Share Your Thoughts phase concluded on April 24, 2016 and over 14,300 thoughts were shared by parents, staff and students from Grades 4 to 12. We are currently in Star, the step two phase of the thought exchange where everyone sees each other's thoughts and adds stars to the thoughts that represent important ideas. This phase will end on May 11, 2016. At the conclusion of the process on May 24, 2016 we will explore the Discover phase, step three in the process, where everyone's thoughts and stars are shared with the district. The Thought Exchange team of analysts will review and compare the thoughts to reach conclusions. At the conclusion of the process, we will use the data and reports to inform the District Safe and Accepting Schools Plan for implementation in the fall of 2016.

RECOMMENDATION:

THAT the Committee of the Whole refers the 2015-2018 Strategic Plan – Safe and Accepting Schools Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.



DISTRICT CODE OF CONDUCT

Reviewed and modified February 28, 2016 by the District Safe and Accepting Schools Committee

The Brant Haldimand Norfolk Catholic District School Board is responsible for a safe, inclusive and accepting environment through: ~~believes in the dignity of the human person. Therefore:~~

- ~~• The implementation of the District Code of Conduct;~~
- ~~• The establishment of appropriate programs and activities;~~
- ~~• The provision of early and ongoing identification and intervention strategies;~~
- ~~• The establishment of progressive discipline programs and strategies;~~
- ~~• The administration of fair and consistent disciplinary action in keeping with the Education Act, Board Policy and other relevant legislation; and~~
- ~~• Staff training in the knowledge, skills and attitudes necessary to develop and maintain safe learning and teaching environments.~~
- Parents, students and staff need to work together to make sure Catholic schools are safe places to learn.
- Students are able to achieve their highest potential when they feel welcome and included at school.
- When we foster positive relationships that emphasize mutual respect, understanding and trust, we are able to improve the cohesion of our community.

We promote a safe, inclusive and accepting environment through:

- Living our Catholic faith, virtues, morals and values;
- Teaching and The implementation of the District Code of Conduct;
- The establishment of appropriate programs, training and activities;
- The provision of early and ongoing identification and intervention strategies;
- Strategies, education, and training specifically addressing bullying prevention and intervention as well as programs, interventions and other supports for students who have been bullied, witnessed bullying, or engaged in bullying;
- Curricular and program links;
- The establishment of progressive discipline programs and strategies;
- The administration of fair and consistent progressive disciplinary action in keeping with the Education Act, Board policy¹ and other relevant legislation; and
- Training for all staff in the knowledge, skills and attitudes necessary to develop and maintain safe, inclusive and accepting learning and teaching environments.

~~The Brant Haldimand Norfolk Catholic District School Board~~ We believe that a safe, inclusive and accepting environment is accomplished when all community members:

- Demonstrate the gospel values of Jesus including love, reconciliation, hospitality, justice, peace, honesty and integrity;
- Respect the rights and dignity of others regardless of their differences;
- Respect the right of others to work in an environment of teaching and learning;
- Respect persons who are in a position of authority;
- Respect and comply with all federal, provincial, and municipal laws;
- Show proper care for school property and the property of others; and
- Resolve conflict in a peaceful, non-violent manner.

~~All community members include students, Board staff, contracted service providers, parents/guardians, community partners, volunteers, visitors and third party users of Board facilities.~~

¹ Student Behaviour, Discipline and Safety Policy 200.09

ROLES AND RESPONSIBILITIES

Each member of the school community has specific roles and responsibilities in providing a safe, inclusive and accepting environment which promotes respect, civility and academic excellence.

Principals and Vice-Principals

Under the direction of the School Board, Principals/Vice-Principals provide leadership in the daily operation of the school. Leadership is provided by:

- Supporting the mission of our Catholic schools and the mission of the Board and spiritual theme of the Brant Haldimand Norfolk Catholic District School Board²;
- Demonstrating care for the school community and a commitment to gospel values and academic excellence in a safe, inclusive and accepting teaching and learning environment respect for all students, staff, parents, guardians, volunteers and the members of the parish and school community;
- Modelling respect and civility with dignity for all members of the school community;
- Holding everyone under their authority accountable for their behaviour and actions;
- Communicating regularly and meaningfully with all members of their school community; and
- Empowering students to be positive leaders in their school, parish and community as outlined in the Ontario Catholic School Graduate Expectations.³

Teachers and School Staff Members

Under the leadership of the As role models of Gospel values, principals/vice-principals and all school staff share in the responsibility to maintain order in the school, and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models of gospel values, All school staff uphold these high standards by:

- Supporting the mission of our Catholic schools and the mission of the Board and spiritual theme of the Brant Haldimand Norfolk Catholic District School Board;
- Demonstrating respect for all students, staff, parents/guardians, volunteers and the members of the parish and school community;
- Maintaining consistent standards of behaviour for all students;
- Helping students work to their full potential and develop their sense of self-worth;
- Communicating regularly and meaningfully with parents/guardians.
- Preparing students for the full responsibilities of citizenship as outlined in the Ontario Catholic School Graduate Expectations³; and
- Empowering students to be positive leaders in their classroom, school, parish and community.

Students

Students are to be treated with respect and dignity. In return, students must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility, in keeping with our Catholic values are demonstrated when students: In keeping with our Catholic values, respect and responsibility are demonstrated when students:

- Fulfill the Ontario Catholic School Graduate Expectations³ and live the Gospel message;
- Show respect for themselves, others and those in authority;
- Show respect for school property.
- Come to school prepared, on time, and ready to learn;
- Comply with the school's dress code/uniform policy;
- Follow the established rules and take responsibility for their actions; and
- Refrain from bringing anything to school that may compromise the safety of others.

² Board mission statement: As a Catholic Learning Community, we provide faith formation and academic excellence, which enable our graduates to live a life of love and service in Christ.

³ Ontario Catholic Graduate Expectations: A Discerning Believer; An Effective Communicator; A Reflective, Creative and Holistic Thinker; A Self-Directed, Responsible, Life-Long Learner; A Collaborative Contributor; A Caring Family Member; and a Responsible Citizen.

Parents/Guardians

As primary educators, parents/guardians play an important role in the education of their children and can support the efforts of school staff in maintaining a safe, inclusive, accepting and respectful learning environment for students. Parents/guardians fulfill their role when they:

- **Teach and model our Catholic faith and values in their homes;**
- Support the mission of ~~our Catholic schools and the mission of the Board~~ **the Brant Haldimand Norfolk Catholic District School Board;**
- Ensure that their child attends school regularly and on time;
- Help their child be ~~neat~~, dressed appropriately and prepared for school;
- Promptly report to the school their child's absence or late arrival;
- Show an active interest in their child's school work and progress;
- Communicate regularly with the school;
- Encourage and assist their child in following the rules of behaviour;
- Show that they are familiar with the provincial Code of Conduct⁴, the District Code of Conduct and school rules; and
- Assist school staff in dealing with disciplinary issues involving their child.

Community Partners ~~AND THE POLICE~~

~~The police and~~ Community partners play an essential role in making our schools and communities safer. **Our community partners shape their work with us out of respect for our Catholic identity and Gospel values.**

Police

The police play an essential role in making our schools and communities safer. Police investigate incidents in accordance with the protocol co-developed with the Brant Haldimand Norfolk District Catholic School Board (September 2011).

⁴ The Provincial Code of Conduct can be found at <https://www.edu.gov.on.ca/extra/eng/ppm/128.pdf>

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: Patrick Daly, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: May 17, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

ALTERNATIVE AND CONTINUING EDUCATION UPDATE

Public Session

BACKGROUND INFORMATION:

The Brant Haldimand Norfolk Catholic District School Board demonstrates commitment to Continuing Education as a vehicle that supports the continuum of learning designed to provide learner pathways for all students. St. Mary Catholic Learning Centre has been designated as the hub to coordinate programs such as Alternative Education, Secondary School Summer Credits, Dual Credit programs, International Languages, and Literacy and Numeracy support during the summer for elementary students.

DEVELOPMENTS:

Continuing education programs are complex in nature by virtue of the fact that they serve a wide variety of learner needs across multiple programs in a variety of formats. This variety and flexibility are essential to meet the individual needs of our students in order for students to strive to meet their fullest potential.

The attached “Alternate and Continuing Education” chart outlines programs that have been implemented, as well as some future considerations. Of note is the introduction this year of the “Focus on Youth” Summer Program (FOY). This Program is a Ministry-funded program that offers young people a summer job experience and summer activities for children with a particular focus on engaging at-risk children and youth.

This summer we will be working in partnership with Woodview’s Camp Unity, a six-week summer camp program geared to children with Fetal Alcohol Spectrum Disorder. Our initial plan will see 10 of our students employed in this camp under the direction of two Mentor/Supervisors. In addition to their six weeks of paid summer employment, students will also receive training in such areas as Workplace Health and Safety Standards, Employee Rights and Responsibilities, and First Aid, as well career-related skills such as resume writing and preparing for job interviews.

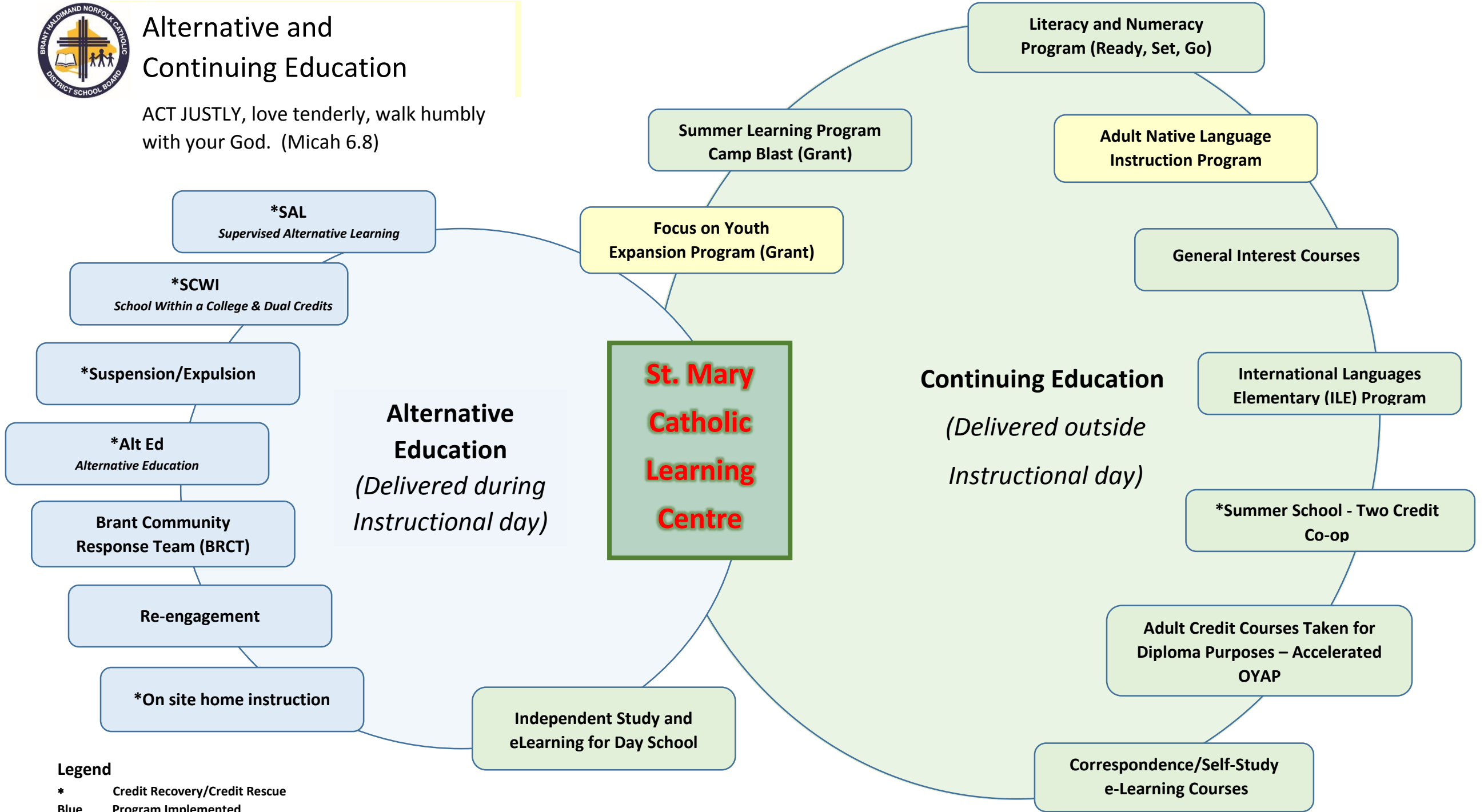
RECOMMENDATION:

THAT the Committee of the Whole refers the Alternative and Continuing Education Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.



Alternative and Continuing Education

ACT JUSTLY, love tenderly, walk humbly with your God. (Micah 6.8)



- Legend**
- * Credit Recovery/Credit Rescue
 - Blue Program Implemented
 - Green Program Implemented
 - Yellow Program for future consideration

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Committee of the Whole
Submitted on: May 17, 2016
Submitted by: Chris Roehrig, Director of Education & Secretary

BANK OPERATING CREDIT

Public Session

BACKGROUND INFORMATION:

The *Education Act* requires that a school board approves an annual borrowing resolution empowering the Board to borrow, as required, by way of demand notes, to meet current obligations. The Board approved an operating credit of \$7.0 million for the 2010 year and has approved this operating credit amount each subsequent year since.

DEVELOPMENTS:

The operating requirements of the Board have not changed significantly. Operating credit enables the Board to meet its financial obligations when a timing issue occurs between payment by the Board and receipt of grants by the Ministry. All other credits are the same as previous years.

The total credit is as follows:

Operating Line:	\$7,000,000
Purchase Card	<u>300,000</u>
TOTAL:	\$7,300,000

The credit has a renewal date of September 1, 2016. The Board's Corporate Purchase Card credit is underwritten by US Bank.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves:

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2010 and ending on August 31, 2017 (the "Period").

- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act] a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

2015-16
Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
May 17, 2016	7:00 pm	Committee of the Whole	
May 24, 2016	10:00 am	SEAC Meeting	
May 24, 2016	7:00 pm	Board Meeting	
May 26, 2016	7:00 pm	Friends of the Educational Archives Committee Mtg.	
May 27, 2016	10:00 am	<i>Have a Go</i> track meet at Holy Trinity (secondary) <i>(rain date May 30)</i>	
May 31, 2016	1:00 pm	STSBHN Governance Mtg.	
June 1, 2016	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
June 1, 2016	1:00 pm	Catholic Education Advisory Committee Mtg.	
June 1, 2016	4:00 pm	Budget Committee Mtg.	
June 2, 2016	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
June 2, 2016	9:00 am	Mental Health Steering Committee	
June 2, 2016	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
June 9-11, 2016		CCSTA AGM	
June 13, 2016	10:00 am	<i>Have a Go</i> track meet at Assumption College (elementary) <i>(rain date June 14)</i>	
June 13, 2016	7:00 pm	Audit Committee Meeting	
June 15, 2016	2:30 pm	Executive Council Mtg.	
June 21, 2016	7:00 pm	Committee of the Whole	
June 28, 2016	10:00 am	SEAC Meeting	
June 28, 2016	7:00 pm	Board Meeting	
June 29, 2016	4:45 pm	Assumption College Graduation	
June 29, 2016	6:30 pm	Holy Trinity Graduation	
June 29, 2016	7:00 pm	St. John's College Graduation	